

Consultant Services: Energy Sector Procurement Advisor

MCC-14-RFQ-0083

1. This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in Subpart 12.6, as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; quotes are being requested and a written solicitation will not be issued. The solicitation number is **MCC-14-RFQ-0083** and is issued as a Request for Quotations (RFQ). This solicitation document incorporates all mandatory commercial item provisions and clauses that are in effect through **Federal Acquisition Circular (FAC) 2005-74, Effective May 30, 2014**.
2. The North American Industrial Classification System (NAICS) code is **541611** and the small business size standard is **\$14.0 million**.
3. FAR Clauses 52.212-1 through 52.212-5 apply to this procurement. The exact text and wording of clauses and provisions may be obtained from the Internet at <http://acquisition.gov/far/index.html>. The Government contemplates the award of a Time and Materials Order resulting from this solicitation. NOTE: **An Addendum to FAR clause 52.212-4 Contract Terms and Conditions-Commercial Items, (Alt I) is attached**.
4. The Millennium Challenge Corporation (MCC) is a U.S. Government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected countries that demonstrate a commitment to just and democratic governance economic freedom, and investments in their citizenry. For more information on the MCC, please visit www.mcc.gov.
5. THIS ANNOUNCEMENT IS FOR AN INDEPENDENT CONSULTANT AND IS NOT FOR INDIVIDUALS SEEKING EMPLOYMENT DIRECT WITH MCC. PLEASE VISIT: <http://www.irs.gov/business/small/index.html> FOR INFORMATION REGARDING INDEPENDENT CONTRACTORS. Note: MCC will assist the consultant in coordinating with an Independent Contractor Engagement Services Provider for payroll, travel, international travel insurance, etc., therefore, a DUNS number and registration in System for Award Management (SAMS) is not required.

6. **Description of Services:** The Millennium Challenge Corporation (MCC) is a U.S. Government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected countries that demonstrate a commitment to just and democratic governance, economic freedom, and investments in their citizenry. For more information on the MCC, please visit www.mcc.gov.

The United States of America acting through the Millennium Challenge Corporation (“MCC”) has formed partnerships with some of the world’s poorest countries through large, five-year Grant Programs referred to as Compacts. MCC administers these Compacts through the Millennium Challenge Accounts (MCAs) which are entities that are set up locally to manage and oversee all aspects of the Compact implementation. MCC has approved over \$7 Billion in Poverty Reduction Compacts worldwide that support country-determined projects in such sectors as:

- agriculture and irrigation,
- transportation (roads, bridges, ports),
- water supply and sanitation,
- access to health,
- finance and enterprise development,
- anticorruption initiatives,
- land rights and access,
- access to education

A large part of MCC’s portfolio is focused on the energy sector, which is expected to grow in the new Compacts that are being developed in several African countries—Ghana, Tanzania, Morocco, Sierra Leone, Liberia, and Niger.

The Procurement Practice Group, a unit within the Sector Operations Division of MCC’s Department of Compact Operations, is committed to supporting MCC’s mission by following the highest standards of professional public procurement of goods, services and works necessary for the effective development and implementation of our Compacts. Procurement efforts under the Compacts are conducted by the host country MCA entity using the MCC Program Procurement Guidelines (PPG) and standard bidding documents. The PPG are based on the World Bank procurement guidelines and standard bidding documents; MCC Compact-funded procurements are not conducted using the Federal Acquisition Regulations (FAR). Procurements funded under the Compacts are managed by one or more Procurement Agents (PA) serving the MCA entity. The PA, which may be a government or an independent entity, works closely with the MCA entity to ensure that procurements are conducted in compliance with the MCC PPG. The staff of the Procurement Practice Group provides oversight of procurements executed by the MCAs to ensure that the procurement process meets the standards of fairness, quality and

transparency. For more information on the MCC PPG, please visit www.mcc.gov/pages/business/guidelines.

MCC's success in fulfilling its mission of poverty reduction through economic growth requires effective assessment and management of risks through a comprehensive approach to prevent delays during Compact implementation. Some of these risks are found in the procurement process. A key principle for a successful Compact is MCC's commitment to taking all reasonable steps to promote the best procurement approaches and best practices in its staff and that of its country counterparts, including providing training and keeping up to date with sector trends, the market and to be acquainted with how other agencies/donors manage their procurements, and promoting our country counterparts to do the same.

MCC and MCA staff is required to work in partnership to ensure that the procurement processes are not only done according to PPG but also ensure that they are done using the most efficient process that mitigates risks of procurement delays, failed procurements and deficient contract implementation. Given that a good amount of MCC's financial investments are driven by procurement mechanisms it is critically important that this partnership works in a manner that demonstrates understanding of the current procurement trends being used in the market.

Because of these reasons, it is necessary to hire a consultant that has specific procurement experience in this area to support MCC's Procurement Practice Group.

7. This combined synopsis and solicitation notice is a request for competitive quotations. Therefore, all quotations received prior to the RFQ close date will be considered.
8. The Government will award an order to the responsible independent consultant(s) whose quote conforming to this notice represents the best value in terms of technical criteria, past performance and price. All non-price factors (technical criteria and past performance) are more important than price. If options are included, quotes will be evaluated by adding the total price for all options to the total price for the basic requirement. Evaluation of options shall not obligate the Government to exercise the options(s).
9. **Evaluation Factors:** Only quotes which meet the required technical evaluation criteria will be considered.

TECHNICAL EVALUATION CRITERIA

1. Ten (10) years or more of professional work experience in tasks that are relevant to the activities of this assignment in public procurement field related to multilateral funded or donor funded projects (MANDATORY).

2. At least five (5) years or more in the related procurement experience in the power sector (MANDATORY).
3. Demonstrated experience in working and developing procurement documents
4. Experience in responsibilities and duties that required attention to detail, data quality, and accuracy of information.
5. MCC retains the right to conduct an interview and check references to confirm the details submitted.
6. English fluent writing and speaking skills (MANDATORY).
7. Knowledge of French and/or Spanish will be given extra credit.
8. Bachelor level degree or equivalent in Engineering or another energy sector field (MANDATORY).
9. Advanced Degree in relevant field is preferred.
10. Procurement and contract administration experience in foreign countries under funding from multilaterals and/or other donors (MANDATORY).
11. References from multilateral funded organization's procurement experts or sector (MANDATORY).

Other Requirements:

1. International travel may be required.
2. The Consultant may be requested to mobilize on a short notice.
3. Travel expenses incurred in performance of technical directives issued under this contractor/order may be reimbursed as allowed by the Federal Travel Regulations (FTR).

PAST PERFORMANCE

Three (3) professional references for relevant work performed during the past three years.

PRICE

The Government will examine the proposed rate for reasonableness.

10. **Evaluation Methodology:** The Government will perform a comparative analysis of quotes and will assess the advantages and disadvantages of each quote as related to the Evaluation Factors. Multiple awards may be made from this notice and all quotes will be retained and may be utilized for requirements for a period of 6 months.
11. **Quote Deadline:** Independent Consultants are invited to submit their quotations in response to this notice by **2:00 pm Eastern Standard Time (EST), June 30, 2014**. Only e-mailed requests for additional information will be accepted at mccconsultants@mcc.gov by 12:00 pm eastern standard time on **June 23, 2014**. Quotations submitted in response to this notice shall include the solicitation number AND description in the subject line and be signed, dated and submitted via email to MCCConsultants@mcc.gov. The maximum file size is 10mb.

12. **Quote Submission:** The Individual Consultant shall submit the following documents:

Technical: (1) Cover letter that addresses all technical criteria as listed in this solicitation **(5 pages maximum)**; (2) Curriculum Vitae **(15 page maximum)**;

Past Performance: Three professional references;

Price: Bio-Data Form which includes the independent consultant's proposed rate and salary history. See Attachment.

13. FAR 52.212.3, Offeror Representations and Certifications - Commercial Items shall be required from the selected consultant, prior to the time of award.

14. There are no additional contract requirements(s) necessary for this acquisition other than those consistent with customary commercial practices.

15. See attached documents entitled: (1) Addendum to FAR Clause 52.212-4, (Alt I); (2) MCC Bio-Data Form and (3) Statement of Work.